

**Town of Preston  
105 Back Landing Road  
Regular Meeting 7pm.  
Feb. 7, 2022**

**Attendees:** Nelson Anderson, Savannah Winston, Gary Waltemeyer, Robert Stacey, Douglas VanDerveer

The regular meeting was called to order by Commissioner VanDerveer at 7:00 pm.

Comm. Waltemeyer made a motion to approve the minutes of the previous meeting as presented and was seconded by Comm. Anderson and unanimously approved.

**Police Report for January 2022**

120 hours assigned with a total of 24 assignments

- 201 Calls for service
- 3 Reports taken
- 47 Traffic Stops
- 67 Traffic Violations
- 0 Arrest

**Public Works Report – Dale Whitley**

- pumped 1,520,900 gallons of water

-discharged 1,261,402 gallons of wastewater

-pushed snow on the 3<sup>rd</sup>, 7<sup>th</sup> and 29<sup>th</sup> of January. This included town hall, the park trail, the sewer plant and town sidewalks that we are responsible for.

-had to install 2 batteries and an alternator on the dump truck. We also installed a thermostat and radiator cap when the heater quit working. We were able to get the heater working again and the dump truck is back in business.

-took the truck to the shop for diagnosis on the check engine lights and we were given a report for upcoming services that the truck will need.

-installed a starter and a fuel pump on the town pick-up. It is also back together and working.

-removed a hydraulic ram assembly from the snow plow that started leaking. We had to order one because P&M hydraulics supplier was out of stock. We actually ordered two (one for each side). In the meantime, we will be ready to reinstall the leaky one in case of a storm.

-worked on the reject pump station at the sewer plant. Prostart complained the pumping rates of the current pumps was insufficient to keep up with reject water. They wanted us to purchase and install larger pumps. We were able to flush out the line that carries the reject water to the pump station and the current pumps seem to be working a lot better. We will install an access to the line so it can be cleaned easily.

-took down all the Christmas decorations and put them away.

-repaired a broken water main next to the post office.

-had to replenish our stockpile of crusher run and cold patch at the shop in case we have to make another road repair. We also replaced the clamp that we used for the water main repair and it is back on the shelf.

-installed a new water meter at 151 Railroad Ave.

-repaired the chemical feed pump at the water plant when it started leaking badly.

-met with the service man from Ingersoll Rand about the air drier at the sewer plant that quit working. We will have to order a new one.

- replaced a flag holder on the town sign because it was damaged when someone tore down the flag and threw it in the drainage ditch.
- scraped and graded Railroad Ave.

### **Administrative Report – Amber Korell**

- **WWTP:**
  - Worked with Prostart, MDE, and GMB on our WWTP
  - Worked with BDK to install a remote connection on the WWTP computer and fix the printer issue. BDK installed a remote connection on the PW computers as well; so, in the future if there are issues, they can remote in instead of having to come on site.
  - GMB sent the RFP bids for the installation of our Composite Sampler to MDE. We are waiting their approval, so we can officially award the bid and begin installation.
- **Town Business:**
  - The Town and our Codes Officer inspected properties and sent out violation notices and failure to get permit letters.
  - Business License final reminder letters were sent out, we have about 4 businesses who haven't sent in their renewal.
  - Our 2021 Audit with UHY, Inc. will be presented at our March 7<sup>th</sup>, 2022 meeting by Mr. Roy Geiser.
  - An RFQ for engineering services was advertised and bids are due March 14<sup>th</sup>, 2022. We have had multiple companies reach out since our post.
  - T-Mobile: PZ has reviewed the site plan and application and S.C. has made their additions to the tower lease. SC still needs to see plans that detail all mount connections to be fully seal welded; no nuts, bolts, or clamps are acceptable. The last CDs they saw had the mounts being attached to the painter's ring, which they cannot allow, as they utilize those for maintenance. They suggested to relocate the mounts on the drawings to just below the lower painter's ring.  
-Once Lease Draft is approved, we will send a copy to T mobile for review.
  - We are partnered with the Red Shef to create "Legacy Creative Arts and Athletics Scholarship Program to award one of our CRHS students from Preston. The application packets are available at Town Hall or by email. Donations for the Scholarship will be collected until May 1, 2022.
- **Planning and Zoning**
  - The Planning and Zoning Regulations are up to date after this ordinance is passed and all members of PZ have received a copy of the Regulations in binder format. The electronic format is also up to date and available upon request.
  - Mr. Callahan @ 165 Main Street when in paying on his utilities he stated he would no longer be looking to build on his lot, due to rising prices it has become impossible for him to build. He will be looking for other housing and putting his lot on the market to sell.
  - Met with Rose Marie and discussed Code Enforcement regulations and processes. Town Hall is on board with taking on Code Enforcement if that is the direction the Town wishes to pursue.
- **Parks and Recreation**
  - Donation letters have been sent out for the 22-23 event year
  - Our first Park Arts Grant Application was submitted last week for the months of April - June 2022.
  - Met with Shore Rivers and picked up on the Park Grant Plan we had been working on the previous year. They have had some employee change over and I am now working with

Kim and we have come up with the following concept plan to move forward on and apply for the Green Streets, Green Jobs, Green Towns Grant.

- Our Vendor's Market is back this year The third Saturdays from 9-1 starting April 16<sup>th</sup>. Please contact Amber or Angel with the YMCA for an application.

### **Planning and Zoning – Steven Hildenbrand- Meeting Minutes January 11, 2022**

**Present:** Rosemarie Stacey, Pastor David Casey-Motley, Sharon Gutz, Steve Hildenbrand, Karin Packard, Robert Stacey

- 1. Town Environment:** P&Z discussed the state of some properties in the town. Specifically, they discussed trash and junk around several homes and/or businesses in town. How does the town manage such issues and is there a process to cite these issues and enforce ordinances? We discussed the current code enforcement responsibilities and discussed the possibility of expanding this role. Subsequent to the meeting, Rosemarie Stacey met with Town Manager, Amber Korell. Code enforcement was discussed and Section 10 of the P&Z Regulations were reviewed. We discussed processes for reporting issues around town, which would then be reported to the Code Enforcement Officer. Amber created a Complaint Form for reporting issues around town. Planning & Zoning will discuss this at the next meeting.
- 2. Comprehensive Plan:** All the comments from the water bill surveys and Facebook comments were compiled in a matrix and P&Z reviewed the results. It was decided that P&Z would respond to the comments and would work with the Town Manager on the possibility of presenting our response to the citizens.
- 3. Permits:** The team reviewed a permit brought to the Town from T-Mobil for antennas to be added to the water tower
- 4. Next Meeting is February 8, 2022.**

### **Ordinances /Resolutions :**

#### **ORDINANCE NO. 2022-O-1\_Amending the Planning and Zoning Regulations 2012-2022**

WHEREAS the Planning and Zoning Committee has studied the Town Zoning Ordinance to bring that Ordinance up to date legally and to align it with current zoning practices within the Town, and

NOW, THEREFORE, be it ordained and enacted by the Commissioners of Preston that the Preston Zoning Ordinance is amended with the following:

Ordinance #2015-0126  
Ordinance #2015-09242015  
Ordinance #2016-06062016  
Ordinance #08282017  
Ordinance #11-222018

Copies of the ordinances and contents of which are now incorporated into this ordinance and attached.

## **New Business**

- Comm. Anderson made a motion to approve the bills for JAN 2022; Comm. Winston seconded the motion. All approved.

-Comm. Winston made a motion to approve Ordinance 2022-O-1; Comm. Anderson seconded the motion. All approved.

-Comm. Winston made a motion to approve the new Meeting Room Use Agreement application form and fee; Comm. Stacey seconded the motion. All approved.

-Comm. Anderson made a motion to approve the GMB Amendment #9 Claims Assistance in the amount of \$10,000; Comm. Winston seconded the motion, all approved.

-Town of Preston has put an RFQ bid out for General on Call Engineering Services, BIDS due March 14<sup>th</sup> @3pm.

-Comm. Anderson made a motion to approve the TMOBILE Antenna Lease; Comm. Winston seconded the motion; All Approved.

-Comm. Anderson made a motion to adjourn the meeting; Comm. Winston seconded it, all approved.

The meeting adjourned at 7:38pm.

Respectfully Submitted by: Amber Korell